

NATIONAL LIBRARY OF WALES
Minutes of the Board Meeting
held at Aberystwyth
on Friday, 6 November 2015

Present:

Members and Trustees

Deian Hopkin, President	Colin R. John, Treasurer	Hugh Thomas
Tricia Carter, Vice-president	Huw Williams	Gareth Haulfryn Williams
Roy Roberts	Susan Davies	Wyn Penri Jones
Lord Aberdare	Dyfrig Jones	Liz Siberry
Roy Evans	Phil Cooper	

Executive Team

Linda Tomos	Chief Executive and Librarian
David Michael	Director of Corporate Resources
Avril Jones	Director of Collections and Public Programmes
Pedr ap Llwyd	Secretary and Head of Governance

Also in attendance:

Richard Houdmont	Prospective Trustee
Rebecca Johnson	MALD
Mary Ellis	MALD
Doug Jones	Whitley Council
Siân Thomas	Whitley Council
Annwen Isaac	Staff
Carol Edwards	Staff
Mererid Jones	Staff (for item 4.1)
Eileen Kinsman	Staff (for item 2.2)
Rhys Huws	Translator

1.1 President's Welcome and Apologies for Absence

The President extended a warm welcome to all those present at the meeting, and especially to Linda Tomos who was attending the Board meeting for the first time as Chief Executive and Librarian, and also Dyfrig Jones and Liz Siberry who were attending their first meetings as Trustees, and Richard Houdmont, prospective Trustee, who was present as a member of the public as his term of service would not be starting until 1st December 2015.

The President stated that this will be Wyn Penri Jones and Gareth Haulfryn Williams' last meeting as Trustees and thanked them for their service over a number of years. Similarly, as Sir Deian presided over his last Board meeting, the Vice-president thanked him for his service as President of the Library.

Michael Trickey had tendered his apologies.

1.2 Declaration of Interests

Please see Appendix 1 for full details.

1.3 Minutes of the previous meeting

The minutes of the previous meeting were approved. It was noted that Susan Davies was present at the previous board meeting although her presence had not been recorded in the minutes.

Section 2 'Live' matters and matters arising from the minutes of the previous meeting

2.1 PwC Review

Pedr ap Llwyd presented a progress report on the main PwC recommendations. He stated that the Unions had not yet had a chance to complete their work with regards to providing feedback on all of the new policies and procedures produced, but it was hoped that the consultation process would have been completed by 1st December. He expressed his appreciation of the Unions' cooperation and constructive input to the process.

Members were pleased with the progress since the last Board meeting.

It was noted that Members had in their last meeting decided to establish a Governance, Scrutiny and Performance Committee in order to continue with the good work that has been initiated by the Governance Task Force established to address the PwC recommendations. Following that decision, Members were presented with a draft of the Committee's Terms of Reference, and following a short discussion they were approved in principle. The Committee itself will consider the Terms of Reference further and amend as the need arises and as its work develops.

Dyfrig Jones, Liz Siberry, Susan Davies and Hugh Thomas were elected to serve on the Committee.

Action: Pedr to arrange a meeting of the new Committee, ideally before the next Board meeting.

2.2 Marketing Strategy

Eileen Kinsman presented the first draft of her marketing strategy which had been prepared by her, and numerous useful comments were expressed by Members. Amongst the comments it was suggested that two further strategic marketing objectives should be added to the strategy, namely (a) fundraising and generating income and (b) developing and fostering a relationship between us and the Library's sponsors.

It was agreed that what had been presented was very promising, and in order to further develop the Strategy, with the aim of adopting the Strategy at the next Board meeting in February, it was agreed that a task and finish group be established in order to achieve that aim. The group's membership will be Richard Houdmont, Susan Davies, Phil Cooper and Tricia Carter. The group will meet shortly after the Executive Team has given it further consideration.

Action: Task and Finish Group to meet so that Eileen Kinsman can present a Strategy to members at the next Board meeting.

Section 3 Information and updates

3.1 Royal Commission on the Ancient and Historical Monuments of Wales

It was reported that the discussions between the Library and the Commission were going well. The aim, from both sides, is to sign the lease before the end of November.

Action: David Michael to prepare lease by end of November.

3.2 Matters relating to the building

David Michael noted that the Welsh Government had not yet responded to the request submitted to them for additional capital funding to address the essential maintenance work that needed to be done to the building, especially those matters relating to health and safety.

David Michael was pleased to note that the project to develop the Technical Block and infill the courtyard for the relocation of the Royal Commission was developing very well and that contractors adhere to the timetable.

3.3 Focus document

The document was presented by Pedr ap Llwyd and its contents noted by members.

3.4 Performance Indicators July – September 2015

The indicators were presented by Pedr ap Llwyd.

3.5 Departmental and Directorate Progress Report

The contents of the report were noted.

3.6 Future Generations

David Michael stated that, in the context of the duties imposed on the Library by the Well-being of Future Generations Act, a relevant action plan and performance indicators were currently being drafted by him and would be presented for consideration at the next Board meeting.

Action: David Michael to draft action plan and performance indicators.

Section 4 Financial Matters

4.1 Budgetary Report to 30/9/2015

The budgetary report was presented by Mererid Jones and the financial situation noted by Members.

4.2 Fundraising Financial Report

It was reported how the Library had applied successfully to the first 'Esmee Fairbairn Collections Fund' for the project 'Science and Art: Inside and Outside the Paintings of Kyffin Williams'. A further application will be submitted shortly.

Section 5 The President and Chief Executive's Business

5.1 The President's Business

The President thanked all Board members and staff for their support and cooperation during his term as President. The Vice-president responded by thanking him for his service and leadership as President.

5.2 The Chief Executive and Librarian's Business

Linda Tomos referred to the challenge facing the Library as Welsh Government announces its budget on 8 December. She could foresee the reduction in the Library's budget having a significant effect on the Library's services and possibly leading a reduced workforce.

Section 6 Any other business

No further business was discussed.

End of the open meeting.

Appendix 1: Members' Interests

Gareth Haulfryn Williams declared an interest in those matters which the Library discusses occasionally with the Heritage Lottery Fund as he occasionally undertakes an advisory role for the Fund.

Tricia Carter declared an interest in those matters which the Library discusses occasionally with the Welsh Government as she is a Non-Executive Director of the Corporate Governance Committee, Department of Finance and Corporate Services, Welsh Government.

Dr Susan Davies declared an interest in those matters which the Library discusses occasionally with the Heritage Lottery Fund as she occasionally assists other organisations with applications.

Michael Trickey declared that he is married to a member of Welsh Government's Cabinet.

Huw Williams declared that he was a member of Geldards LLP and since 1st September 2015 that Geldards has been one of a number of firms appointed to the National Procurement Service Wales' Solicitors Framework that the Library now intends to use to fulfil its requirements with regards to legal services. In addition Geldards continues to advise the Library on a number of on-going matters under a prior legal services agreement awarded by competitive tender.

Huw Williams also declared specific interest in the following matters arising from the papers of the Open Meeting:

Item 2.3 - Progress with the Restructuring Programme

As noted in the PwC report, Geldards advised the Library during the case discussed in the external review. As the issues now under consideration were not directly related to the ongoing issues, he did not consider that there was any continuing interest that he should declare in relation to this issue in future. He did not intend to do so unless advised by the President under Regulation 9.4 that he should declare an interest and leave the meeting.

Item 3.5 - Performance Indicators July – September 2015

He noted the following interests in relation to items referred to in the report:

1. He was Joint Company Secretary for the Wales Millennium Centre.
2. Geldards LLP had provided pro bono advice to the Welsh Centre for International Affairs (but not in relation to the current joint project with the Library)

He did not believe that these declarations required him to leave and intended staying unless advised by the President under Regulation 9.4 that he should declare an interest and leave the meeting.